

Approved: March 8, 2005

**MINUTES  
REGULAR QUARTERLY MEETING  
ARKANSAS WORKFORCE INVESTMENT BOARD  
January 25, 2005**

Chairman Steve Lux called to order a meeting of the Arkansas Workforce Investment Board, at 9:05 a.m. on Tuesday, January 25, 2005. Members who were able to participate included Ms. Marguerite Abowitz, Senator Gilbert Baker, Mr. Bobby Blount, Ms. Sydney Case, Mr. Larry Featherstone, Ms. C. Ann Fleming, Dr. Steve Franks, Mr. Willie Gilbert, Ms. Linda Beene, Ms. Diane Hilburn, Mr. Philip Hood, Ms. Catherine Janosky, Mr. Steve Lux, Mr. James Hudson, Mr. Harold Majors, Mr. Ken Milbrodt, Mr. Eddie Miller, Mr. John Wyvill, Mr. Michael Rebick, Mr. Mike Norton, Mr. Jim Smith, Dr. Frieda Tirado, Mr. Steve Sparks, proxy for Mr. Larry Walther, Mr. Bill Warren, and Mr. Franklin Wise. Representatives from the public and members of the State WIB staff were present. Members who were not able to participate include Mr. Tom Anderson, Ms. Terrie Baker, Representative Mary Beth Green, Governor Mike Huckabee, Mr. Kurt Knickrehm, Mr. Jim Knight, Mr. Dalton Price, Representative Robert White, and Mr. Artee Williams.

Chairman Lux began by welcoming members to the meeting. He then asked each member to state their name and their place of employment due to a number of new members.

Action Item 1 - Minutes: Chairman Lux directed the attention of the members to the minutes of the December 14, 2004 Executive Committee meeting.

**The minutes were approved on a motion made by Mr. Mike Norton, seconded by Ms. Sydney Case, and carried unanimously.**

Report of Executive Director: Chairman Lux asked Ms. Winston for the Executive Director's report. Ms. Winston began by welcoming everyone.

Ms. Winston stated that everyone should have received a Statement of Financial Interest form in the agenda packet. She referred to Mr. Roger Harrod, Arkansas Employment Security Department (AESD), Attorney. Mr. Harrod explained that all members of the Arkansas Workforce Investment Board are required to submit a Statement of Financial Interest to the Secretary of State's office no later than January 31, 2005.

Ms. Winston then stated that each board member should have received a letter from an AWIB staff member informing them of their personal contact regarding AWIB information. Ms. Winston then introduced the staff members.

Next, Ms. Winston discussed the Office of Inspector General exit interview, stating that she was notified by the U.S. Department of Labor regional office that the exit interview would be scheduled by the end of January or shortly thereafter.

Approved: March 8, 2005

Ms. Catherine Janosky inquired as to who could be present during the exit interview, expressing that she believes the AWIB chairman should be included for continuity purposes. Ms. Winston explained that typically agency directors are the only people that attend the exit interview, in this case herself and Mr. Artee Williams, Director, Arkansas Employment Security Department.

Discussion then evolved around the Incumbent Worker Training Program grants. Chairman Lux stated that no grants have been distributed. He stated that the funds are still available in the budget. Chairman Lux asked whether any funds would remain if the AWIB was sanctioned. Ms. Winston stated there would be funds remaining. Ms. Janosky asked why IWTP could not move forward. It was explained that if something inappropriate occurred, the AWIB would have to make corrections before issuing IWTP grants, and that if the program moved forward at this point, the AWIB may be duplicating the inappropriate action, if one is identified. Mr. Elroy Willoughby explained that there may be some procedural changes that may effect any future grant application processes.

Ms. Winston then discussed board orientation training. She explained that if training was conducted now, there is a possibility that the training will have to be re-accomplished if the Arkansas Transitional Employment Board and the AWIB merge together.

**Chairman Lux made a motion for the AWIB staff to research the best possible time and format to conduct board orientation training. Mr. Larry Featherstone seconded, and carried unanimously.**

Ms. Winston next discussed the Governor's Priorities for AWIB. She referred to various staff members to summarize the five initiatives that include the President's High Growth Job Training Initiative, the National Governor's Association (NGA) Pathways to Advancement Project, a Statewide Youth Initiative to Address the Neediest Youth, Outreach and Service Delivery for Persons with Limited English Proficiency (LEP), and a Statewide Initiative for Mature Job Seekers and Employers. Board members asked questions about some of the initiatives.

Ms. Sydney Case asked why persons with disabilities were not recognized in any of the current initiatives. Ms. Jean Ann Reed responded that these initiatives address those needs that have not been recognized in the past.

Ms. C. Ann Fleming asked about the number of neediest youth in Arkansas. Ms. Winston provided preliminary results from the Department of Human Services, acknowledging that there are many other agencies to contact for an accurate count. Dr. Linda Beene shared that the Y.O.U. (Youth Opportunities Unlimited) program is a program designed to reach youth who are potentially at-risk. She introduced Ms. Lilian Williams, who the current Y.O.U. program director.

Ms. Sydney Case asked whether the AWIB had representation from the Latino community. Ms. Amanda Isbell responded that Ms. Frieda Tirado is representative of the Latino community.

Approved: March 8, 2005

Ms. Sydney Case also stated that people with disabilities seem to be overlooked as a valuable pool of potential employees. She stated that there is approximately 10,000 people with disabilities in Arkansas that could possibly be employed.

Action Item 2 – Ratification of Executive Committee Actions: Chairman Lux instructed the members to turn to action item 2 of the agenda book.

**Mr. Jim Smith made a motion to accept the ratification of Executive Committee Actions; Judge Frank Scroggins seconded, and the motion was carried unanimously.**

Action Item 3 – Proposal to Rescind Current One-Stop Registration Procedures: Chairman Lux stated it is recommended that the Arkansas Workforce Investment Board approve to rescind the current procedures for registration of one-stop center patrons. He referred to Mr. Mike Kennedy for additional information.

Mr. Mike Kennedy explained that with the implementation of America's Job Link (AJL) sufficient information is being gathered to fulfill all current state and federal reporting requirements.

**Mr. Jim Smith made a motion to approve to rescind the current one-stop registration procedures; Ms. Sydney Case seconded, and the motion was carried unanimously. Mr. Mike Norton abstained.**

Action Item 4 – Workforce Investment Act Title IB Sanctions Policy: Chairman Lux stated it is recommended that the Arkansas Workforce Investment Board approve the submitted Sanctions Policy regarding Workforce Investment Act (WIA) Title IB activities in Arkansas.

Chairman Lux explained on July 13, 2004, the Arkansas Workforce Investment Board (AWIB) approved the release of the *draft* Sanctions Policy regarding Workforce Investment Act Title IB activities in Arkansas for public comment. The purpose of this policy is to provide clarification and ensure conformity to the Workforce Investment Act's overarching goal of increased accountability among recipients and sub-recipients of WIA funds.

He explained a compilation of received comments is included in this packet. Staff have incorporated some of those comments into the attached revised version of the Sanctions Policy.

Mr. Larry Featherstone asked whether the modifications to the final version of the Sanctions Policy had been made. Ms. Amanda Isbell confirmed that the modifications were made. Chairman Lux then asked to Mr. Rodney Larsen, Central Arkansas Planning and Development District, for his opinion of the revised version. Mr. Rodney Larsen stated that he had not been given an opportunity to review the revised version.

**Ms. Catherine Janosky made a motion to give the local areas more time to review the revised Sanctions Policy, and that the Sanctions Policy would be reviewed**

Approved: March 8, 2005

**again at the April quarterly board meeting, Mr. Mike Norton seconded, and the motion carried unanimously.**

Information Item 5 – Local Workforce Investment Board Re-certification: Chairman Lux referred to Mr. Robert Marek for an update of the local workforce investment board re-certification. Mr. Robert Marek explained the AWIB staff is working closely with the local area staff to ensure membership in all prescribed categories, and an update would be provided at the next board meeting.

Information Item 6 – Presentation on the Institute for Economic Advancement at UALR: Chairman Lux explained the need for comprehensive data and insightful analysis of patterns and trends in workforce development is crucial for strategic planning. He stated the Institute for Economic Advancement (IEA) is a valuable resource in capturing such data.

He stated the IEA is the applied research and extension arm of the College of Business, University of Arkansas at Little Rock. IEA's mission is to support statewide economic development activities through research, information, service, training, and education. In pursuit of this mission, IEA serves businesses, all levels of government, labor organizations, educational institutions, nonprofit agencies, and the public, acting as the state's official representative for several programs.

Chairman Lux introduced Dr. Ashvin Vibhakar who provided a presentation on additional services the IEA has to offer.

Announcements: Chairman Lux then announced that next month's meeting would be an Executive Committee teleconference meeting, to be held Tuesday, February 8, 2005, at 9:00 a.m., originating at the AESD/AWIB central offices.

Adjourn: With no other announcements or questions, **Chairman Lux adjourned the meeting at 11:30 a.m.**



Steve Lux, Chairman



Sandra Winston, Executive Director

*Minutes recorded by Stephanie Carlo  
Workforce Investment Board Staff*